

Committee Members

Councilman Gene Nocera, Co-Chair
Councilwoman Jeanette Blackwell Co-Chair
Councilman Philip Pessina Vice-Chair
Kristy Byrd
Sheila Daniels
John Giuliano
Richard Pelletier
John Phillips
Theodore Raczka
Stephen Zarger
Anita Dempsey-White

Committee Staff

Dr. Michael Conner; Superintendent
Marco Gaylord; Director Operations
Elise McDermott; Finance and Budget
Peter Staye; Director Facilities
Erin Thazhampallath; Secretary

Meeting Minutes

*****Online WEBEX*****

Woodrow Wilson Building Committee

Monday, July 26, 2021

6:00 P.M

Members Present: Councilman Gene Nocera
Councilwoman Jeanette Blackwell
John Giuliano
Sheila Daniels
Stephen Zarger
Theodore Raczka
Anita Dempsey-White

Members Absent: Councilman Philip J. Pessina
John Phillips
Kristy Byrd
Richard Pelletier

Staff Present: Peter Staye; Director Facilities
Elise McDermott; Finance
Erin Thazhampallath; Secretary

Others Present: Joe Vetro; Project Manager, O&G Industries
Hristo Miljovski, Project Engineer, O&G Industries
Mark Jeffko, Project Exec, O&G Industries
Michael C. Scott; Senior Architect, TSKP
Deborah Cain; BOE Chair
Lisa Puorro: Member of the Public

1. Councilman Gene Nocera, Co-Chair calls the meeting to order at 6:04pm.

2. Approval of the Minutes:

2.1: Councilman Gene Nocera calls for a **Motion** to Approve the Meeting Minutes of June 28, 2021. Motion by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger. Motion passed unanimously.

3. Public Comments: No Public Comment

4. Construction Updates and Action Items:

4.1 Workflow Status: In Progress

A. Middletown school update on school materials and equipment move: Peter Staye updates the committee. All of the furniture containers have been filled and moved out of Woodrow Wilson. Furniture has started to be moved into the new building. This process will continue through July and August. The next move activity will be in August to move Keigwin belongings into Beman, including the Library and teacher belongings. Joe Vetro states that Peter Staye has done an amazing job on coordinating this furniture move. Staye explains the Martin Moving Change Order that will need to be approved. There were some differences in the estimate versus the costs actually incurred. The differences were in large part that there were more teacher belongings than anticipated. Martin Moving needed more staff on site to move the items. The additional amounts will be voted on in item 5.2 B.

B. O&G Status Update: Joe Vetro; Project Manager presents the monthly summary sheet. The total funds available have decreased by \$87,598.00. The total funds available are \$1,253,607.00 with contingency at \$1,102,089.00. Vetro states that demolition is running a couple weeks behind but they are bringing in more trucks to haul out materials. They were hoping to have that done earlier but it will be done before the start of school. Inside the building will be turned over for the start of school with the exception of the auditorium. The auditorium is running a month behind in terms of overall finish. There was a delay in getting some metal materials on site for that area.

Councilman Gene Nocera states to the committee that all the Items for Approval have been brought before the subcommittee and properly vetted.

- Items for approval against CM Contingency:

PCO #181 RFI-293 - Stairs 1 & 3 Wall Stringer

For a total of \$984.00

PCO #182 RFI-637 - Auditorium Sprinkler Cover

For a total of \$1,151.00

PCO #183 RFI-211 - Generator Masonry Wall

For a total of \$11,661.00

PCO #184 Community Center Brick Material	For a total of \$8,844.00
PCO #185 PR-5 - Air Compressor/Lines	For a total of \$12,900.00
PCO #186 ASI-78 - AV Speakers- Cafeteria & Music	For a total of \$49,099.00
PCO #187 Premium Time Cost - Acoustical	For a total of \$1,354.00
PCO #188 Back-Charge @ Display Case #2	For a total of \$2,072.00
PCO #189 Exterior Aluminum Trim	For a total of \$3,754.00

Motion by Theodore Raczka and seconded by Councilwoman Jeanette Blackwell to approve O&G PCO #181 - PCO #189 against the CM contingency. Motion passed unanimously.

C. TSKP Status Update:

Items for Approval: Michael Scott; TSKP presents to the committee an update. As part of the move in and completion process TSKP and engineers are going through the punch list process. This process is a generated list, room by room, with corrections and efficiencies that need to be finalized. This list has been circulated to the contractors and is about halfway through completion with a 30 day process of resolving those items. This should all be completed before the students are scheduled to enter the building. In addition to the FF&E, which Peter Staye has been managing, the IT/AV package is moving toward completion with almost all networking being installed.

TSKP is also finalizing the signage package and committee plaque which will be brought before the committee in the upcoming month.

5. Financial Report:

5.1 Financial Update: Elise McDermott; Financial report and update. McDermott updates the committee that there was an issue with getting the Eversource Gas invoice paid last month and the City was able to expedite a credit card payment to prevent the gas shutoff. This bill in particular was getting lost in transit and everyone is now on the same page to make sure those bills get to the Committee. McDermott does not see this happening again in the future. McDermott also states that the Martin Moving Budget Transfer will be processed for the full amount voted on between last month and this month.

5.2 Budget Transfers and Change Orders:

- A. Motion** by Councilwoman Jeanette Blackwell and seconded by Councilman Gene Nocera to approve a Budget Transfer and Change Order for IMTL in the amount of **\$4,603.50**. Motion passed unanimously.
- B. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve a Budget Transfer and Change Order for Martin Moving Company in the amount of **\$5,440.05**. Motion passed unanimously.

5.3 Invoice Approval: Motions read for approval by Councilwoman Jeanette Blackwell

- A. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve O&G Invoice #24 in the amount of **\$2,623,178.92**. Motion passed unanimously.
- B. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Eversource Current New Meter Utility Bill (5188-541-9093). Motion passed unanimously.
- C. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Eversource Current Meter 370 Hunting Hill (5150-270-9025). Motion passed unanimously.
- D. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Eversource Current Natural Gas (5732-092-9045) delinquent charges already processed and paid for a total of **\$3,239.82**. Current balance total **\$222.69**. Motion passed unanimously.
- E. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve the Committee Secretary Timecard June 2021 - July 2021 in the amount of **\$225.00**. Motion passed unanimously.
- F. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve the Committee Finance/Budget Timecard June 2021 - July 2021 in the amount of **9 Hours**. Motion passed unanimously.
- G. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve TSKP Invoice #38 in the amount of **\$45,203.50**. Motion passed unanimously.
- H. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Martin Moving Invoice #32393 in the amount of **\$29,263.95**. Motion passed unanimously.
- I. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Martin Moving Invoice #32396 in the amount of **\$1,357.50**. Motion passed unanimously.
- J. Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Keeney Rigging and Trucking Invoice 19439 (moving paper cutter) in the amount of **\$1,490.00**. Motion passed unanimously.

- K. **Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Atlantic Computing Invoices (7392,7393,7396,7409,7410,7415,7425) in the amount of **\$430,057.00**. Motion passed unanimously.
- L. **Motion** by Councilwoman Jeanette Blackwell and seconded by Stephen Zarger to approve Creative Office Interiors Invoice #18398 in the amount of **\$38,778.09**. Motion passed unanimously.

6. Discussion:

6.1: Innovation Lab and Equipment Update: Joe Vetro states they are finishing up the ceiling and starting the floors. Some furniture and equipment will be coming in next week and they are working their way to finish that space. By the end of next week we should be able to walk through and see a lot of things coming together. The space has come a long way.

6.2: Chain link fence around school perimeter: Councilman Gene Nocera states that as part of adding value to the project with some of the funds available the site tours have shown that a fence would be beneficial. The original plan did not call for a fence but it has been the consensus that this would be beneficial. O&G is working on an estimate for that work which will be presented before the next committee meeting. The fence would start at the poolside on Jefferson Street and go all the way around the back property line all the way down to the maintenance garage.

6.3: Additional BOE Parking: Planning and Zoning Approval: Peter Staye presents to the committee. After the parking lot was taken over for construction purposes for the new building the BOE expanded some temporary parking areas to 310 Hunting Hill and 311 Hunting Hill. An application was submitted to Planning and Zoning to request that those lots be made permanent. The commission approved 310 Hunting Hill which would add 60 additional parking spaces but they denied 311 Hunting Hill which leaves us 23 spaces short. This will pose a challenge because those spaces are needed as events and conference areas are utilized. Another revised application has been prepared in a formal manner with the assistance of TSKP to show a comprehensive view of all spaces needed and being utilized. Councilman Gene Nocera states that the Chairs will be at the Planning and Zoning meeting to support the application and plan.

6.4: Building Committee Plaque: Councilwoman Jeanette Blackwell states that the Chairs will be providing names to TSKP for that plaque and more details will come in the next month. John Giuliano asks if the plaque will include prior members of the committee and the Chairs confirm that it will.

6.5: Community Recreation Facility Update: Councilman Gene Nocera updates the committee and thanks Joe Vetro for the thorough process of demolition so work can hopefully start on the rec-center. Planning is complete and they are looking at several options for solar

and geothermal which will reduce the cost of replacing the entire roof. There is a projected estimated open/completion date of January 2022.

6.6: Start of School: September 9, 2021 with the Grand Opening November 19, 2021

- 7. Motion** by Councilman Gene Nocera and seconded by John Giuliano to adjourn the meeting at 6:54pm. Motion passed unanimously.

Respectfully Submitted,

Erin Thazhampallath
Recording Secretary